



FY 2015-2019 Capital Improvement Plan



Twelfth Street between Maple & Oak



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Overview**Capital Improvement Plan Introduction**

The City of Manistee FY 2015-2019 Capital Improvement Plan (CIP) is presented on the following pages. The CIP is a rolling five-year plan for capital improvements throughout the City of Manistee. It includes all departments and operating areas. The document presents capital needs of the City and is in alignment with the goals and priorities set forth in the Strategic Plan. The CIP ensures that staff continues to be forward-looking and proactive in identifying areas of needed capital investment.

Current year items identified in the CIP are incorporated in the operating budget. The outlying years serve as an important planning tool, identifying areas that will need resources in the future. Since the plan is forward-looking, it is subject to available funding, changing priorities and unanticipated events. **Since years 2-5 are a planning tool only, Council approval of this plan does not have the effect of appropriating money for these projects.**

For the purpose of this plan, a capital expenditure is any project that costs in excess of \$5,000, has an estimated useful life greater than one year and is either new, an addition or significant improvement (as opposed to a repair). This includes a wide array of items, ranging from vehicles to equipment to infrastructure items to physical structures. Street resurfacing projects would typically not be capitalized, but are listed here for transparency. Each project identified has a project justification statement. This project statement consists of the following parts:

Project Title: This indicates the name of the project.

Department: Which department or operating area is the capital improvement related to.

Year: Which fiscal year is the project expected to be started. When a project spans multiple years, this will be indicated in the text of the statement.

Estimated Project Cost: Total estimated project cost, even if it will be financed over time.

Project Description: A brief description of what the project or expenditure is.

Project Justification\Case Statement: An explanation of why the project or expenditure is important and why it should be funded.

Impact on Operating Expenses: An estimate of how this project or expenditure impacts City operating expenses.

Funding Source & Financing Method: An indication where funds will come from to pay for the project or expenditure and how it may be financed.

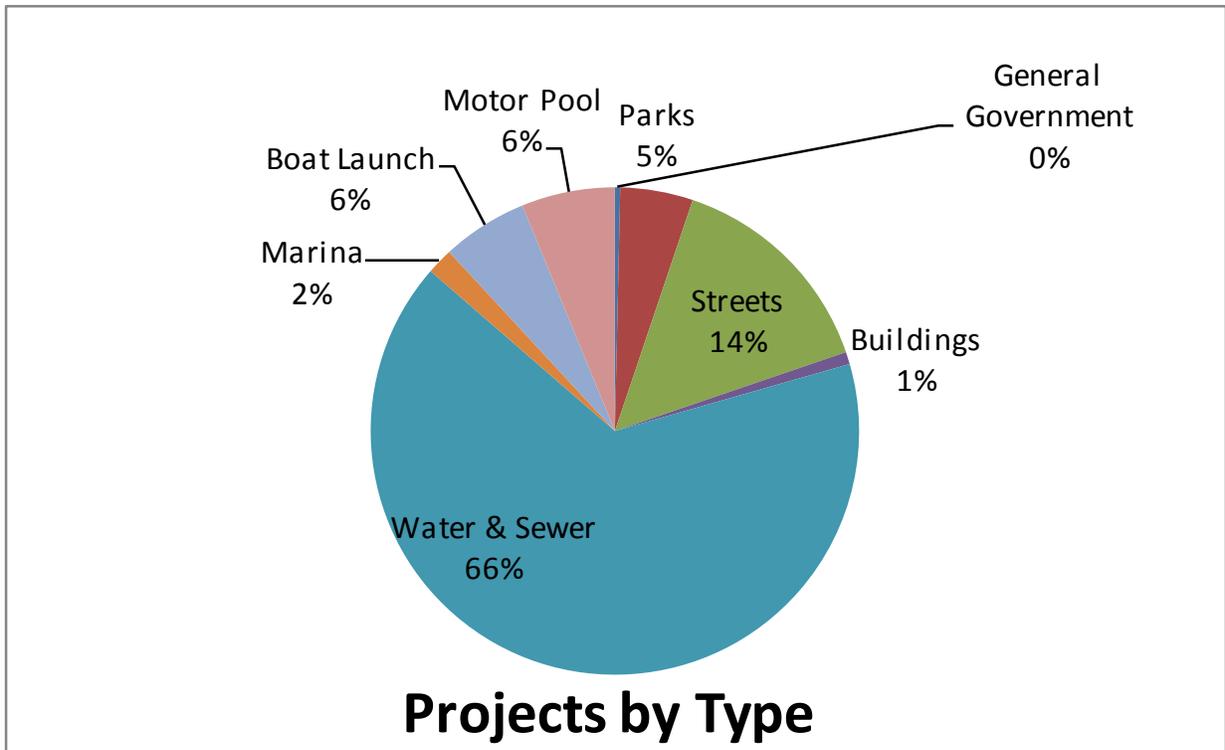
Funding Notes: This is an elaboration on the funding source or financing method.

Overview

Capital Projects Summary

The total estimated cost of all capital projects in the five year plan is **\$ 5,936,700** and is summarized in the following figures.

Capital Projects by Type	Capital Projects by Year					
		2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
General Government	\$ 20,000					
Parks	\$ 275,500	\$4,008,000	\$897,500	\$242,500	\$497,500	\$77,500
Streets	\$ 835,000					
Buildings	\$ 46,500					
Water & Sewer	\$ 3,767,000					
Marina	\$ 100,000					
Boat Launch	\$ 325,000					
Motor Pool	\$ 354,000					
Total	\$ 5,723,000					



General Government Capital Projects Summary

General government capital projects are those that are general in nature and impact the whole City operations, or those that relate to General Fund activities. The total estimated cost of all general government capital projects in the five year plan is **\$20,000** and is summarized below.

General Government	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
File Server & Software		\$ 10,000		\$ 10,000		\$ - \$ 20,000 \$ - \$ - \$ - \$ - \$ - \$ -
Total	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ -	\$20,000

General Government Capital Projects

Project Title: File Server

Department: Finance

Year: 2015-2016, 2017-2018 (second server replace)

Estimated Project Cost: \$10,000

Project Description: The City intends to replace a five year-old file server that is at City Hall. This file server is the main domain, DNS, email and DHCP server for the City. The new server will be more powerful and have newer software and technology.



Project Justification\Case Statement: The current file server will be at the end of its expected useful life and will likely be underpowered for the tasks it is handling. It is a best practice to keep our file servers current with technology to enhance efficiency and productivity. This file server is critical to City operations, and if it were to fail, would effectively shut down City Hall and other City operations.

Impact on Operating Expenses: The new server should reduce the amount of time spent maintaining the server.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Procured thru our vendor of record.

Parks Capital Projects Summary

Parks capital projects are those that are directly related to improvements in the City’s extensive park system. The total estimated cost of all general government capital projects in the five year plan is and is **\$275,500** and is summarized below.

Parks	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Rotary Park Playground	\$ 96,000					\$ 96,000
Wayfinding Signage	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 37,500
Fifth Avenue Beach Improvements	\$ 25,000	\$ 25,000				\$ 50,000
Ice Skating Rink	\$ 12,000					\$ 12,000
First Street Beach Improvements			\$ 25,000	\$ 25,000		\$ 50,000
Playground Equipment		\$ 15,000		\$ 15,000		\$ 30,000
						\$ -
						\$ -
Total	\$ 140,500	\$ 47,500	\$ 32,500	\$ 47,500	\$ 7,500	\$275,500

The community has undertaken an extensive process to develop Beach Conceptual plans for the City beach areas. This ambitious project was to design a plan to have world class beaches. Of course, world class beaches carry a world class price tag. The projects identified represent just a small fraction of the cost to implement the plan.

Parks Capital Projects

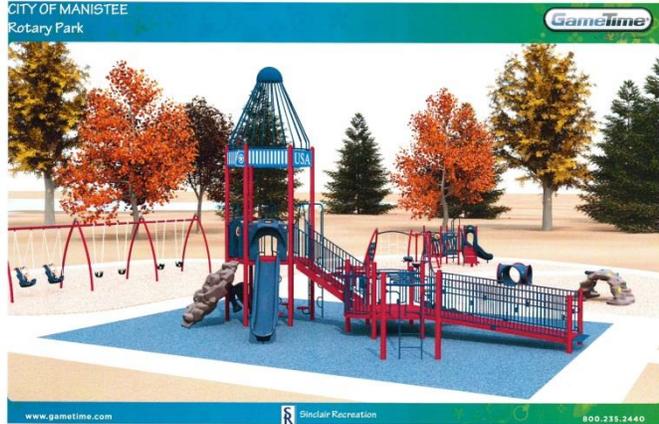
Project Title: Rotary Park Playground

Department: Parks

Year: 2014-2015

Estimated Project Cost: \$96,000

Project Description: Replace\upgrade playground equipment in Rotary “Rocket Park.” This was presented to Council on March 15, 2013.



Project Justification\Case Statement:

Most equipment in Rotary Park does not meet current standards and is not universally accessible. Ad-hoc committee has reviewed and endorsed the plan. The grant has been awarded.

Impact on Operating Expenses: Operating expenses should be similar to the cost of maintaining existing equipment.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: LRSB grant \$25,000; Land & Water Conservation Fund grant for \$48,000 applied for. Remaining will be \$20,000 from City Capital Improvement fund and\or in kind services and \$3,000 from Rotary.

Parks Capital Projects

Project Title Wayfinding Signage

Department: Parks

Year: 2014-2015

Estimated Project Cost: \$7,500

Project Description: Continue installing wayfinding signage at City parks and other key locations. There are seven signs within the parks system which remain to be replaced.



Project Justification\Case Statement: This signage would continue the theme established with our wayfinding signage program and better identify our park assets. The current parks signs were constructed decades ago, utilizing untreated wood materials. The last overhaul of these signs dates back close to ten years. The signs are no longer able to be repaired. We anticipate replacing 3 signs with the proposed budget. The priority list from the parks department is as follows.



- | | | |
|---------------------|-----------------------|---------------|
| 1. Duffy Park | 4. Mack Park | 7. Rietz Park |
| 2. Red Symarek Park | 5. Sands Park | |
| 3. Morton Park | 6. North Beach Access | |

Impact on Operating Expenses: Operating expenses will not be affected substantially.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Parks Capital Projects

Project Title: Fifth Ave Beach Picnic Area

Department: Parks

Year: 2014-2015

Estimated Project Cost: \$25,000

Project Description: It is desired to cleanup and re-create picnicking opportunities in the vicinity of the former NIA building.

Project Justification\Case Statement: The portion of the park just north of the Coast Guard Station Manistee and the beach house has fallen into a state of disrepair. The budgeted money will be utilized to explore new covered picnic sites with interconnecting sidewalks. Further discussion will be needed to decide what and how to do with this area.



Impact on Operating Expenses: These new facilities will increase maintenance costs.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Last year, \$6,000 was set aside to start addressing this. An additional \$19,000 has been recommended for this year.

Parks Capital Projects

Project Title: Ice Skating Rink

Department: Parks

Year: 2014-2015

Estimated Project Cost: \$12,000

Project Description: The project includes brackets, boards, liner and resurfacer to construct a 100 ft. x 200 ft. rink.

Project Justification\Case Statement: The Parks Department devotes two employees through the winter to construct an ice rink at Sands Park. The process is very labor intensive and requires vast quantities of water. The skating days available does not match the level of time and effort required to build the rink. The system proposed should expand the size of skating surface, require less man-hours and substantially less water to construct, while resulting a rink that is available for use for a much greater time.



Impact on Operating Expenses: Operating expenses will not be affected substantially. The reduced labor anticipated will be repurposed for other winter maintenance activities such as sidewalk snow blowing, plowing etc.

Funding Source:

Financing Method:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: A \$6,000 grant request has been submitted to the Local Revenue Sharing Board.

Parks Capital Projects

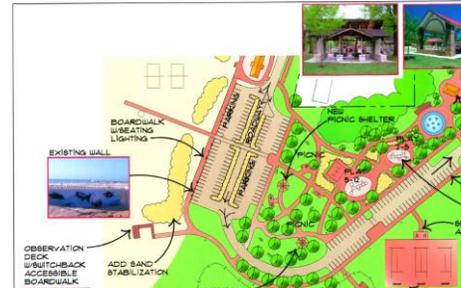
Project Title: First Street Beach Picnic Shelter Area Improvements

Department: Parks

Year: 2016-2017 & 2017-2018

Estimated Project Cost: \$25,000 per year, as funds allow

Project Description: With the planting of dune grass to stabilize drifting sand, the City can improve the picnic shelter area by addressing parking, removing excess sand, remove dead trees, strategic pouring of sidewalks, renovating structures, planting of grass, installation of new picnic grills, and installation of sprinkling systems. This funding will only start the process.



Project Justification\Case Statement: The City of Manistee has completed the Beach Conceptual Plan in accordance with the Three Year Council Strategic Goals. The primary goal is to improve both the aesthetics and use of the picnic shelter area by placement of strategic sidewalks and planting of grass. Due to the sandy conditions, it will be imperative for the area to have a sprinkling system.

Impact on Operating Expenses: This grassy area will require more mowing and annual edging of the sidewalks, but should reduce the number of staff hours used to remove sand. The increased use and aesthetic improvement will be worth the potential increase in staff maintenance.

Funding Source:

Financing Method:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Staff will research funding opportunities over the next few years. Some grant funds may be available, but would need to be the right fit. We will also look at partnering with other local units of government and\or the County.

Parks Capital Projects

Project Title: Playground Equipment

Department: Parks

Year: 2015-2016

Estimated Project Cost: \$15,000

Project Description: Replace\upgrade playground equipment in our Parks every other year, as funds allow.



Project Justification\Case Statement: Current City parks playground equipment could stand to be upgraded. Although \$15,000 will not buy much playground equipment, it will help address some needs.

Impact on Operating Expenses: Operating expenses should be similar to the cost of maintaining existing equipment.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Will try and leverage grants as possible.

Streets Capital Projects Summary

Streets capital projects are those that are directly related to improvements in the City’s street network. The total estimated cost of all street capital projects in the five year plan is **\$835,000** and is summarized below.

Streets	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Crack Seal	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
12th St between Maple & Oak	\$ 120,000					\$ 120,000
Small Urban Project		\$ 615,000				\$ 615,000
Comprehensive Street Plan Work		Dependent on Additional Funding				\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total	\$ 140,000	\$ 635,000	\$ 20,000	\$ 20,000	\$ 20,000	\$835,000

The City has adopted a state approved Street Asset Management Plan. It will update this plan regularly and use the findings to assist in budgeting for street capital projects. This plan represents a “best practice” and has been recognized by the State of Michigan as a model plan. Implementation will stretch the City’s street dollars.

Additional discussion regarding streets can be found in the *Streets Issue Page* in the 2014-2015 budget.

Streets Capital Projects

Project Title: Streets Crack Sealing

Department: DPW

Year: 2014-2015, ongoing

Estimated Project Cost: \$20,000

Project Description: Crack sealing various streets as indicated by the Street Asset Management Plan. The goal is to do eligible streets; up to 1/4 to 1/3 of the town each year.



Project Justification\Case Statement: Crack sealing is a cost effective way of preserving and extending the life of our streets. It seals water out and prevents heaving and additional cracking.

Impact on Operating Expenses: Crack sealing will delay the need to reconstruct streets, making our street resources go farther.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: This is typically contracted out with the Manistee County Road Commission.

Streets Capital Projects

Project Title: Twelfth Street between Maple & Oak

Department: DPW

Year: 2014-2015

Estimated Project Cost: \$120,000

Project Description: A street resurfacing project on Twelfth St. between Maple & Oak. This is a high volume stretch of traffic and serves Manistee High School. It presents student and motorist safety issues.



Project Justification\Case Statement: This section of street has been deteriorating ever since the high school was constructed. The City only owns a 33' ROW in this section of street. Stakeholders and adjacent property owners are discussing options to reconstruct the road as a 66' ROW major street.

Impact on Operating Expenses: No significant impact, but will reduce maintenance needs.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan
- Other

Funding Notes: The City currently has access to \$120,000 of in-kind paving from Rieth-Riley (American Materials) because of the development agreement between the City and American Materials. This stretch of road is an excellent candidate for this.

Streets Capital Projects

Project Title: Small Urban Project

Department: DPW

Year: 2015-2016 or when small urban funds become available

Estimated Project Cost: \$615,000

Project Description: A street resurfacing partially funded by an MDOT small urban grant, likely 12th Street from Maple to US 31.

Project Justification\Case Statement: The City is in a rotation to receive small urban funds. This is an economical way to leverage scarce street dollars. This section of streets is next on the priority list.

Impact on Operating Expenses: No significant impact.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: It will have to be determined if the street funds have sufficient resources to fund the local match. If not, other funds may need to be utilized. The grant funds 80% of construction. The City would fund the remaining 20% and all engineering.

Municipal Buildings Capital Projects Summary

Municipal buildings capital projects are those that are directly related to improvements in the City’s publically owned buildings. The total estimated cost of all building capital projects in the five year plan is **\$46,500** and is summarized below.

Municipal Buildings	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Fire Department Door Opener & Sign	\$ 6,500					\$ 6,500
Ramsdell Theatre	\$ 20,000	\$ 20,000	TBD			\$ 40,000
Energy Efficiency Improvements		TBD				\$ -
Fire Station Tuckpointing & Painting					TBD	\$ -
Paint City Garage					TBD	\$ -
Ramsdell Chimney Rehab					TBD	\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total	\$ 26,500	\$ 20,000	\$ -	\$ -	\$ -	\$46,500

The City is developing a Building Asset Management Plan that will assist in identifying capital projects and preventative maintenance for City buildings which will then be used to prepare the capital improvement plan. This plan will represent a “best practice” and will stretch the City’s limited maintenance dollars.

Municipal Buildings Capital Projects

Project Title: Fire Station Garage Door Openers and Signage

Department: Fire\EMS

Year: 2014-2015

Estimated Project Cost: \$2,500 + \$4,000 = \$6,500

Project Description: Garage Door Opener & Signage

Project Justification\Case Statement: The project would be to add an automatic door opener to the new doors at the Fire Station. The project came in over budget with this item in it last year and had to be cut. The automatic door opener allows us to respond quicker to an emergency. The second part of the project is to add a sign at the station identifying the building but that could also be used for messages to the public.



Impact on Operating Expenses: No additional cost after installation

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan



Funding Notes:

Last year we had a capital budget to install doors at the fire station with an automatic opener. Construction costs were higher than estimated and the opener was delayed for a fiscal year. We would like to add the door opener to help expedite our emergency response. The sign project was worked on in 2013-2014 and was requested to move to 2014-2015.

Municipal Buildings Capital Projects

Project Title: Ramsdell Theatre Ancillary Spaces

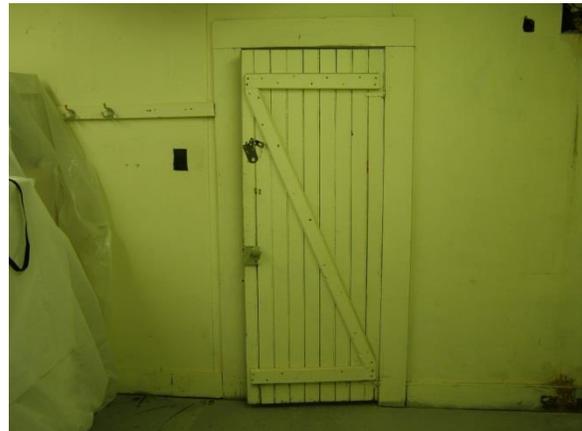
Department: Municipal Buildings

Year: 2014-2015 and beyond

Estimated Project Cost: \$20,000

Project Description: Work towards completing all unfinished areas in the Ramsdell Theatre

Project Justification\Case Statement: A large amount of work at the Ramsdell has been completed, primarily the theatre, ballroom, roof and HVAC projects. However, the Ramsdell Theatre is still not finished. In order to complete the building, the following spaces need to be addressed: concession area, substage, sub theatre, dressing rooms, storage, loading dock, elevator and gallery area. By completing the building, the Ramsdell will become the premiere Cultural Arts center in the area and will help to draw people to Manistee. The dressing room area is next on the list to be addressed.



Impact on Operating Expenses: Operating costs will likely increase as there are more areas to maintain; however, it is expected that these improvements will help increase revenue.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: The RGA is exploring all available options to help fund these important projects, including grants and partnerships. No Capital Improvement fund funds are planned to be transferred to the Ramsdell this year.

Municipal Buildings Capital Projects

Project Title: Energy Efficiency Improvements

Department: Municipal Buildings

Year: 2015-2016

Estimated Project Cost: \$TBD



Rebuild Michigan

Project Description: Implementing energy efficiency projects on City buildings.

Project Justification\Case Statement: The City had several of its buildings evaluated by the State of Michigan energy office a number of years ago. They issued a report detailing different areas that the City could save energy in a cost-effective manner. Examples include installing programmable thermostats, replacing incandescent lights, etc. In addition, the City is considering engaging a contractor to do a more extensive analysis of the City buildings and identify areas that have an attractive payback.

Introductory Energy Evaluation

Impact on Operating Expenses: Operating costs should be reduced because of energy savings.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan
- Other

Funding Notes: Depending on the contractor, identified work areas can save enough money that the contractor will guarantee the savings and finance the project.



Water & Sewer Capital Projects Summary

The Water and Sewer Utility is by far the most capital intensive operation of the City as it has the most physical assets. The total estimated cost of all Water & Sewer capital projects in the five year plan is **\$3,767,000** and is summarized below.

Water & Sewer	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Paint Maywood Tank	\$ 270,000					\$ 270,000
Emergency Response Trailer	\$ 9,000					\$ 9,000
Equalization Basin	\$ 1,350,000					\$ 1,350,000
Sixth Ave Pump Station	\$ 450,000					\$ 450,000
Ren Park Pump St Generator	\$ 55,000					\$ 55,000
Portable Pump	\$ 38,000					\$ 38,000
Industrial Park PS Upgrades	\$ 110,000					\$ 110,000
Sweetnam PS Upgrades	\$ 35,000					\$ 35,000
River Bank Sewer Line	\$ 850,000					\$ 850,000
Sewer I & I Suppression	\$ 150,000					\$ 150,000
Century Terrace CSO Closure	\$ 30,000					\$ 30,000
						\$ -
River & Oak Valve Replacement		\$ 40,000				\$ 40,000
Arthur St. Pump Station Generator		\$ 55,000				\$ 55,000
Water Towers Cathodic Protection		\$ 40,000				\$ 40,000
						\$ -
Well 9 Chemical Feed Addition			\$ 45,000			\$ 45,000
CSO #18 @ Ramsdell Closure			\$ 25,000			\$ 25,000
Well 9 VFD			\$ 20,000			\$ 20,000
Small Meter Replacement			\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
						\$ -
Well 10 Chemical Feed Addition				\$ 45,000		\$ 45,000
Evaluate\Replace Watermain under River @ 6th Ave				TBD		\$ -
Evaluate\Replace Sewermain under River @ 6th Ave				TBD		\$ -
Well 7 Rehab & Generator				TBD		\$ -
						\$ -
Undersize Watermain Replacement					TBD	\$ -
Total	\$ 3,347,000	\$ 135,000	\$ 140,000	\$ 95,000	\$ 50,000	\$3,767,000

The Water & Sewer Utility is an aging system that needs constant maintenance. In the past, it has been able to be proactive in addressing an aging system’s needs because of adequate revenues and steady rate increases. Recent mandatory sewer separation projects have required additional rate increases and taking on more debt. Expanding the customer base, containing costs and judicious rate increases will be needed to ensure continued success.

The 2014-2015 identified projects are intended to be funded thru a bond issue. The bond issue must be used within three years. It is likely that the projects identified will be built over multiple years, but funded up front.

If the City ultimately receives a SAW grant, it will allow the water and sewer utility to develop a comprehensive water and sewer asset management plan, which will help in developing future system capital needs.

Water & Sewer Capital Projects

Project Title: Paint Maywood Tank

Department: Water

Year: 2014-2015

Estimated Project Cost: \$270,000

Project Description: Paint Maywood Tank inside and out.



Project Justification\Case Statement: The Maywood Tank was last painted in 1996. The paint on the tank is deteriorating and will need to be redone. Our consultants have identified a window in which the tank can be clear-coated. If that window is missed, a total repaint would cost \$650,000.

Impact on Operating Expenses: None

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Water Department Response Trailer

Department: Water

Year: 2014-2015

Estimated Project Cost: \$9,000

Project Description: The response trailer is intended to create portable storage of tools required to repair water main and service line breaks, repairs and maintenance. The trailer would contain items such as Cold Weather Gear, Magnetic Locator, Pipe cleaners, Valve keys, Pipe cutters, Torch, Work Bench, Safety Equipment, Copper Pipe, Copper fittings, Corporations, Curb Stops, Boxes, Repair Clamps, Tapping Machine, Line mole, Leak Detector, hammers, files, wrenches, shovels, Chlorine, Crimpers, Barricades, Hip Boots, Valve Turner a ladder, etc.



Project Justification\Case Statement: Currently this equipment is stored inside the water department and needs to be loaded each time a crew goes out on a project. By organizing and making the equipment mobile, time and energy will be saved by not loading, unloading and running back to the shop for a forgotten item. It will be invaluable during water main breaks and assist in restoring service more efficiently.

Impact on Operating Expenses: By keeping the tools organized and in one location, it is expected to reduce lost or misplaced items and create staff efficiencies.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Equalization Basin

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$1,350,000

Project Description: Construction of a new equalization basin



Project Justification\Case Statement: Though the City has separated all of its sewer systems, the WWTP continues to receive Inflow and Infiltration in higher volumes than can be treated. During spring thaws and year round rain events, the WWTP must restrict the incoming flows to its capacity limits. Combined sewage then fills the collection system. At times the collection system fills to a point where it is discharged to Manistee Lake in order to avoid basement flooding. Our current NPDES permit requires us to end those discharges by 2016. Part of the solution is to construct tankage either above or below ground to temporarily store the combined sewage until the WWTP can treat it.

Impact on Operating Expenses: This will increase operating expenses because the sewage will either need to be pumped in or out of the basin and there will be more assets to maintain. The additional expense will be partially offset by leveling out the flows to the WWTP, allowing it to operate more efficiently.

Funding Source:

Financing Method:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan
- Other

Funding Notes:

Water & Sewer Capital Projects

Project Title: Sixth Ave. Pump Station

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$450,000

Project Description: Complete the replacement of the Sixth Ave. pump station.

Project Justification\Case Statement: The Sixth Ave. pump station is under capacity. The station is required to be upgraded by the MDEQ. There is an abundance of maintenance and design issues associated with the current station that will be addressed with the completion of the new pump station.



Impact on Operating Expenses: Operating costs will likely decrease, the new station will require much less maintenance. Also, there will be fewer issues associated with clogged pumps, therefore reducing the number of after-hours call-ins.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan
- Other

Funding Notes: There is the potential of leveraging some Brownfield TIF funds.

Water & Sewer Capital Projects

Project Title: Renaissance Park Pump Station Generator

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$55,000

Project Description: To provide an onsite generator for Renaissance Park PS.

Project Justification\Case Statement: The waste stream from the prison is conveyed through this pumping station. The prison has onsite generators to power their pumping station to stay in operation. Thus, they produce a constant waste stream. Onsite generators at key pumping stations are a more efficient and safer way of handling a power outage.



Impact on Operating Expenses: Increased fuel expense, depending on usage.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: WWTP Portable Pump

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$38,000

Project Description: The portable pump is intended to be utilized at the WWTP, Water Department and in the collection system. This six inch pump would be a diesel engine driven trailer package equipped with automatic dry prime, an auto start/stop programmable engine control panel with floats, solids handling capability up to 4.5 inches and pumping capabilities sufficient to meet the head requirements at our deepest pump stations.



Project Justification\Case Statement: We are currently using a dated four inch gas engine trash pump which is problematic in emergency situations. The current pump loses prime often and does not have sufficient pumping capabilities at the deepest pump stations or when used in emergencies for dewatering at a water main break. The current pump does not have an engine control panel, so it cannot be used in a start/stop situation without being manually attended. The pump is nearing the end of its useful life.

Impact on Operating Expenses: By having a reliable pump capable of handling emergency situations operating costs should decrease. The time required completing water main repairs, bypass pumping and tank dewatering will be reduced.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Industrial Park Pump Station Upgrades

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$110,000

Project Description: Replace pumps and valves, install new control panel, provide backup generator and convert electrical to 3 phases.

Project Justification\Case Statement: This station has met its life expectancy. The station is highly susceptible to electrical issues due to being on single phase power. Also the station tends to plug up frequently with rags. The new pump models are designed to pass rags.

Impact on Operating Expenses: Maintenance costs will be reduced along with overtime charges for electrical call outs and plugged pumps.



Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Sweetnam Pump Station Upgrades

Department: WWTP

Year: 2014-2015

Estimated Project Cost: \$35,000

Project Description: Replace pumps, guide rail system, base elbows and necessary electrical connections. Install valve vault, valves and bypass piping.



Project Justification\Case Statement: This station is at the end of its useful life. The piping is degraded and failing, the base elbows have become detached from the anchor points, the valving is insufficient, one pump is inoperable and it is a constant source of maintenance time and funds.

Impact on Operating Expenses: The operating expenses should decrease due to less time spent maintaining the station.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: River Bank Sewer Line

Department: Sewer

Year: 2014-2015

Estimated Project Cost: \$850,000

Project Description: Reconstruction of the 12 inch interceptor sewer main from Maple Street Bridge to the 6th Ave Pumping Station. Plans include 500ft. of sheet piling to stabilize the bank and install 600ft. of new 12 inch sewer.



Project Justification\Case Statement: The sewer support pilings along the northside river bank have deteriorated to a condition just short of failing. This sewer line serves all customers east and north of Washington St, including the hospital and the prison. If this sewer line should happen to fail, the potential health, safety, environmental, and financial repercussions could be enormous.

Impact on Operating Expenses: None

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Other

Funding Notes: There is the potential of leveraging some Brownfield TIF funds.

Water & Sewer Capital Projects

Project Title: Sewer Infiltration & Inflow Suppression

Department: Sewer

Year: 2014-2015

Estimated Project Cost: \$150,000 over several years (rough estimate)

Project Description: To address inflow and infiltration to the sanitary sewers.

Project Justification\Case Statement: The engineer of record is finalizing the sanitary sewer evaluation study (SSES). The study may recommend physical construction to reduce sources of inflow and infiltration.



Impact on Operating Expenses: Should reduce operating cost during wet weather events as less flow is coming to the WWTP.

Funding Source:

Financing Method:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: The ultimate cost and corresponding financing of the project will be determined by the results of the SSES study.

Water & Sewer Capital Projects

Project Title: Century Terrace Outfall, CSO #008

Department: Sewer

Year: 2014-2015

Estimated Project Cost: \$30,000

Project Description: The project includes installing a permanent bulkhead in CSO #008, an access manhole over the diversion chamber and maintenance drive.



Project Justification\Case Statement: CSO #008 is located along the Manistee River behind Century Terrace. A sanitary sewer main and a storm sewer main enter a concrete diversion chamber along the river bank. The storm sewer then discharges to the river and a weir is constructed to prevent daily sanitary flows from entering the storm outfall, however the weir did allow combined sewer to be discharged. Following separation of the Northside, this weir was never permanently bulk headed. In March of 2013, the MDEQ, MDNR and USCG identified sanitary sewer being discharged to the river. Upon immediate investigation it was found that a block in the sanitary sewer existed. This backed up the pipe, topped the weir and illegally discharged to the storm outfall. Subsequently the City was issued a Violation for discharging untreated sanitary sewage, by the MDEQ and are required to complete this project to remedy the violation.

Impact on Operating Expenses: Operating expenses will be reduced. Since the violation, we have been inspecting the adjacent manholes on a daily basis to prevent future discharges.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: River & Oak Valve Replacement

Department: Water

Year: 2015-2016

Estimated Project Cost: \$40,000

Project Description: Replace four water main valves and the fire hydrant at the intersection of River St. and Oak St.



Project Justification\Case Statement: There are four water main valves located under the intersection. The two valves running east and west which feed River St. are broken, causing issues with water quality and fire protection. The intersection needs to be opened up to do the replacement. While the intersection is open it is a convenient time to replace the aging north and south valves which feed the water line crossing the river and the old fire hydrant located at the intersection.

Impact on Operating Expenses: Operating costs will likely not change.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Arthur Street Pump Station Generator

Department: WWTP

Year: 2015-2016

Estimated Project Cost: \$55,000

Project Description: To provide an onsite generator for Arthur St. pump station.

Project Justification\Case Statement: The waste stream from the prison and hospital is conveyed through this pumping station. The prison and hospital have onsite generators to power their pumping station to stay in operation. Thus, they produce a constant waste stream. Onsite generators at key pumping stations is a more efficient and safer way of handling a power outage.



Impact on Operating Expenses: Increased fuel expense, depending on usage.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Water Tower Cathodic Protection

Department: Water

Year: 2015-2016

Estimated Project Cost: \$40,000

Project Description: Installation of Cathodic Protection at both water towers.

Project Justification\Case Statement: Both water towers cathodic protection are inoperable, leaving them vulnerable. The metal and water acts as an electrical cell (anode and cathode). Electrical currents will actually degrade the metal tank. A cathodic protection system induces current while providing a sacrificial element to protect the tower.



Impact on Operating Expenses: Prevents more maintenance down the road.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Well # 9 Chemical Feed Addition

Department: Water

Year: 2016-2017

Estimated Project Cost: \$45,000

Project Description: Add building space to the well house to contain chemicals and chemical feed equipment.



Project Justification\Case Statement: At this time corrosive chemicals and chemical feed equipment are housed in the same building space as process controls and electrical equipment. Corrosive chemicals damage this equipment, shortening the life span of the components. Adding a new space will eliminate this problem and save money in the long term.

Impact on Operating Expenses: Operating costs will likely decrease due to less maintenance issues on electrical equipment and controls.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

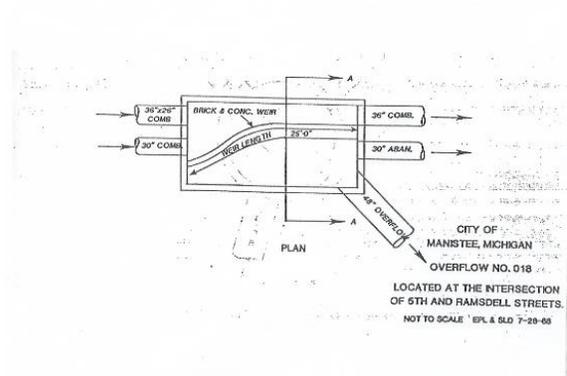
Project Title: Closure of CSO#18 at 5th & Ramsdell St.

Department: Sewer

Year: 2016-2017

Estimated Project Cost: \$25,000

Project Description: Close off last remaining combined sewer outfall per state mandated schedule.



Project Justification\Case Statement: This closure is required by the MDEQ in our NPDES permit by 2016 as the final item in our fixed date schedule for CSO elimination.

Impact on Operating Expenses: None.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Eligible for DWRF financing.

Water & Sewer Capital Projects

Project Title: Well 9 VFD

Department: Water Department

Year: 2016-2017

Estimated Project Cost: \$20,000

Project Description: Installing a VFD on Well 9.

Project Justification\Case Statement: Variable frequency drives have been proven to be more energy efficient and place less wear and tear on motors. Each of our wells has instituted this technology.

Impact on Operating Expenses: Reduction in energy consumption and prolonged lifespan of well motor.



Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Water Meter Replacement (small)

Department: Water

Year: 2016-2017 ongoing

Estimated Project Cost: \$50,000 annually minimum—could be done at once with financing.

Project Description: Replace residential meters.

Project Justification\Case Statement: The vast majority of revenues generated by the water and sewer department are derived from water meter reads. Water meters age and will inevitably record lower flow rates over time. The City undertook a City wide initiative to replace and upgrade all its residential meters in the late 80’s early 90’s. The life expectancy of the meters are approximately 20 years. In recent years we have been replacing failed meters at a rate of 80 per year. With 4200 of these meters in service we would like to begin replacing them at a rate of 350 per year. Replacing them will increase the accuracy and billing for consumption.



Impact on Operating Expenses: Operating costs will eventually decrease as the failure rate drops.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Customers may bear some of this cost. A cost benefit analysis will be conducted prior to undertaking this program.

Water & Sewer Capital Projects

Project Title: Well #10 Chemical Feed Building

Department: Water

Year: 2017-2018

Estimated Project Cost: \$45,000

Project Description: Add building space to the well house to contain chemicals and chemical feed equipment.

Project Justification\Case Statement: At this time corrosive chemicals and chemical feed equipment are housed in the same building space as process controls and electrical equipment. Corrosive chemicals damage this equipment, shortening the life span of the components. Adding a new space will eliminate this problem and save money in the long term.



Impact on Operating Expenses: Operating costs will likely decrease due to less maintenance issues on electrical equipment and controls.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Evaluate\Replace Water & Sewer Mains under Manistee River

Department: Water & Sewer

Year: 2017-2018

Estimated Project Cost: Unknown

Project Description: The water and sewer mains that cross the Manistee River at Sixth Ave. have not been inspected, but are feared to be in disrepair. An evaluation needs to be undertaken to determine their condition and what, if anything needs to be done about them.

Project Justification\Case Statement: Huge disruption of service that could not be easily restored would happen if one of these lines failed. They need to be evaluated and a plan put in place.

Impact on Operating Expenses: The cost of the study.

Funding Source:

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes:

Water & Sewer Capital Projects

Project Title: Well 7 Rehab & Generator

Department: Water**Year:** 2017-2018**Estimated Project Cost:** TBD**Project Description:** Complete rework of Well 7 including new motor and pump, generator and controls.**Project Justification\Case Statement:** The cleaning and repairs to Well 7 is part of the water department clean water initiative program. Well 7 has high iron content and is known as the "rust bucket" and will be the most challenging to place back into production. It will be turned into a lower volume production well in an attempt to reduce chlorides. Prior to a decision being made to renovate this well, it needs to be determined if we have enough firm capacity without this well and\or if a new well in a different aquifer would make more sense.**Impact on Operating Expenses:** The cleaning and repairs of water wells should increase the pump efficiency, thus reducing operating cost.**Funding Source:**

- Capital Improvement Fund
- Water & Sewer Utility
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Potentially eligible for DWRP financing.

Municipal Marina Capital Projects Summary

Municipal Marina capital projects are those that are related to the City’s marina operations. The total estimated cost of all marina capital projects in the five year plan is **\$100,000** and is summarized below.

Municipal Marina	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Dock Upgrades & Replacement		\$ 50,000	\$ 50,000			\$ - \$ 100,000 \$ - \$ - \$ - \$ -
Total	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$100,000

Having completed several capital projects over the past few years, including the replacement of the Marina building, has put the Marina in good shape. However, depending on water levels, it may be necessary to lower the docks in the future to effectively and conveniently accommodate boats. In addition, our large 70’ docks are in need of replacement. This will be explored over the coming years.

Marina Capital Projects

Project Title: Dock Upgrades & Replacement

Department: Marina

Year: 2015-2016 and 2016-2017

Estimated Project Cost: \$50,000 each year

Project Description: Most of the Marina docks are in need of lowering due to the low water levels. In addition, the large 70' docks have deteriorated need to be replaced.

Project Justification\Case Statement: The Marina needs to have sturdy, accessible, convenient docks to continue attracting boaters. Depending on water levels, some docks may become practically unuseable.

Impact on Operating Expenses: Operating costs will decrease there will be less frequent repairs needed.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: This project will not proceed without grant funding.

Boat Launch Capital Projects Summary

Boat Launch capital projects are those that are related to the City’s three boat launches. The total estimated cost of all Boat Launch capital projects in the five year plan is **\$325,000** and is summarized below.

Boat Launch	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
						\$ -
						\$ -
9th St Launch				\$ 325,000		\$ 325,000
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$325,000

Boat Ramps Capital Projects

Project Title: Ninth Street Boat Launch Renovations

Department: Boat Ramps

Year: 2017-2018

Estimated Project Cost: \$325,000

Project Description: Renovation of the Ninth St. Boat launch including paving parking lot, replacing dock and skid pier(s), landscaping and adding a simple restroom. The timing is dependent on securing easements and availability of grant funding.

Project Justification\Case Statement: The Ninth St. launch is an important, but under utilized launch. This project would make it much more user friendly and would give the City three excellent boat launches. The City will need to clean up the ownership of the property on which the launch is located in order for the project to move forward.

Impact on Operating Expenses: Operating costs will increase as there is more to maintain.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: The site has been included on the "Explore the Shores" list of candidate sites. The project will likely be funded with a mix of grants, including the GLFT and Waterways. Likely local match will be \$80,000. If grants are not received, the project will have to be postponed.

Motor Pool Capital Projects Summary

Motor Pool capital projects are those that are related to the City’s extensive fleet of vehicles and equipment. The total estimated cost of all Motor Pool capital projects in the five year plan is **\$354,000** and is summarized below.

Motor Pool	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	Total
Salt Truck	\$ 180,000					\$ 180,000
Pickup	\$ 26,000					\$ 26,000
Pickup	\$ 24,000					\$ 24,000
Dump Box	\$ 8,000					\$ 8,000
Tilt Trailer	\$ 8,000					\$ 8,000
Stump Grinder	\$ 5,000					\$ 5,000
Mower	\$ 12,000					\$ 12,000
Power Washer	\$ 11,000					\$ 11,000
Backhoe	\$ 80,000					\$ 80,000
Year 2 2014-2015		TBD				\$ -
Year 3 2015-2016			TBD			\$ -
Year 4 2016-2017				TBD		\$ -
Year 5 2017-2018					TBD	\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Total	\$ 354,000	\$ -	\$ -	\$ -	\$ -	\$354,000

Motor Pool purchases and resulting cash flows fluctuate considerably based on an ongoing evaluation of the vehicles and equipment and the current cash reserves and interest rate environment. **Administration is working on updating the motor pool forecasting model so it can better plan and project future needs, thus no out year forecast is included here.**

Motor Pool Projects

Project Title: 2014-2015 Motor Pool Purchases

Department: Motor Pool

Year: 2014-2015

Estimated Project Cost: \$354,000

Project Description: Scheduled motor pool purchases of: Salt truck, (2) pickups, dump box for existing truck, tilt trailer, stump grinder, mower, power washer and backhoe.



Project Justification\Case Statement: The Motor Pool maintains a multi-year plan for replacement of its vehicles and equipment. This plan is based on estimates of useful life of equipment. However, each piece of equipment is constantly evaluated to determine when it actually needs replacement. The vehicles slated for replacement are one 1992 sander\blade truck, two 2001 pickups, a failing fleet power washer that is a safety hazard and a 1995 backhoe. The other items are new or replacement of a component.

Impact on Operating Expenses: Operating costs will likely decrease as maintenance costs should decline.

Funding Source:

- Capital Improvement
- General
- Water & Sewer Utility
- Major\Local Street Fund
- Marina
- Boat Ramp
- Motor Pool
- Grant

Financing Method:

- Cash
- Cash Installment
- Bank Installment Purchase
- Bond Issue
- Internal Loan

Funding Notes: Depending on a variety of factors, including interest rates, these will either be paid in cash or financed through an installment purchase contract or capital lease.